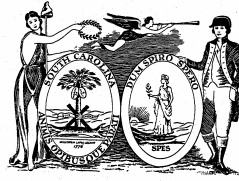


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SAMUEL L. WILKINS  
DIRECTOR

**MEMORANDUM**

TO: Human Resources Directors of all Agencies, Departments, Institutions of Higher Education, Boards and Commissions

FROM: Samuel L. Wilkins, Director  
Office of Human Resources

DATE: June 13, 2008

SUBJECT: Pay Increases for Classified Employees

As indicated to you in our memorandum of May 27, 2008 concerning the pay plan for classified employees, the current version of the FY 2008-2009 General Appropriation Act provides for a 1% general increase. This is notification that the conversion of HRIS for the 1% general base pay increase for classified employees has been completed. All agencies on the Comptroller General's payroll have had the pay increase applied to the records of their classified with an effective date of June 2, 2008. All other agencies with different payroll effective dates will have the pay increase applied to the records of their classified employees on the appropriate effective dates. This will allow the increase to be paid on the first pay date on or after July 1, 2008.

Should you have any questions, please call your Human Resources Consultant.